

**PROCEEDINGS OF THE BROWN COUNTY
ADMINISTRATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Administration Committee** was held on Thursday, August 28, 2014 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Fewell, Supervisor Schadewald, Supervisor Steffen, Supervisor Jamir,
Excused: Supervisor De Wane
Also Present: Troy Streckenbach, Chair Moynihan, Brent Miller, Sandy Juno, Chad Weininger, August Neverman, Cora Haltaufderheid, Maria Lasecki, child support workers, other interested parties

I. Call to Order.

The meeting was called to order by Vice Chair Allen Jamir at 5:30 p.m.

II. Approve/Modify Agenda.

**Motion made by Supervisor Schadewald, seconded by Supervisor Steffen to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY**

III. Approve/Modify Minutes of July 24, 2014.

**Motion made by Supervisor Steffen, seconded by Supervisor Schadewald to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Comments from the Public. None.

1. Review minutes of:

a) Housing Authority (July 21, 2014).

Motion made by Supervisor Schadewald, seconded by Supervisor Steffen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

b) Northeast Wisconsin CDBG – Housing Region Committee Meeting (June 3, 2014).

Motion made by Supervisor Steffen, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Child Support

2. Budget Status Financial Report July, 2014.

Motion made by Supervisor Schadewald, seconded by Supervisor Steffen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

3. Director Summary including SPSK Grant Participants Presentations.

Child Support Director Maria Lasecki indicated that the report in the agenda packet was all inclusive. There were no questions on her report and Lasecki then invited a number of participants from the SPSK (Serving Parents Serving Kids) grant program to come forward. She indicated that it was the idea of these men to let the Committee know how the program has benefited them and what they have accomplished as a result of the program. A number of Child Support Agency staff was also in attendance to show support as they believe very strongly in the program.

-Jeremy Keyser of Green Bay thanked Lasecki for allowing him to speak as well as for her work in this program. He also complimented Terry Wolfram and James for their work. Keyser indicated that he has lived in Green Bay and De Pere his whole life and before he was involved in this program, he thought that Child Support was out to chase him down and not willing to work with him. Through the SPSK program, he has received a lot of guidance and confidence that was unexpected but much appreciated. He is now working and he attributes his success to the SPSK program.

-Jason Andrews echoed what Jeremy just said. He said that before the class, he had this misconception of Child Support that they were all for the custodial parent and out to get the non-custodial parent. He continued that the SPSK program brought him hope and for the first time in a long, long time he believed in bettering himself, not only for himself but also for his children. He stated that Maria, Bonnie Defnet and James have given him full support and James is constantly in touch with him and wants everyone to find a job. He had an interview at Seek and has some other feelers out about jobs. Andrews also stated that he has learned more in two weeks about parenting than he has in all his life as a father. This program has put him on the road to finding a better job and being a better parent.

-Chad Meyer stated that everyone he has worked with in the program has been great and he was proud to say that he had recently had an interview and got the job!

Chair Fewell arrived at 5:36 p.m.

-Jordan Mendez stated that like the others, he always felt that Child Support was out to get him, however he found that Bonnie was really a nice lady. He also noted that James had been a great help to him. Mendez said that he spilled his guts to James and told him that he had a bad background including criminal matters going back to a young age. He was tired of these prior issues sticking to him and he wanted to get past them. He was happy to report that he has found a job doing what he wanted to do and has been working for four months for a good, well-respected construction company.

-Josh Henke stated that seeing is believing. He stated that when he was asked to take the SPSK class he didn't expect much and was not too excited about it. He noted that three days after graduating from the program he had a job. He is currently working at a converting company and it is the best job he has ever had. Henke continued that in the past he had been a crappy parent. He stated that he had some demons in the past and had some drug issues that landed him in prison when his kids were very young. Six years later he was released and it took several years to realize he could be a better parent. He stated that because of Bonnie, Terry and James, his eyes have been opened and he actually now believes in himself. He thanked everyone in the program from the bottom of his heart and stated that he never realized that there were actually people out there to help him and believe in him.

-Troy Gail stated that he learned from the SPSK program that everyone has different issues. He stated that he has eight kids and when you want to see your kids but you owe support, it's just another obstacle to try to overcome. Troy stated that James encouraged him to push forward and taught him the serenity prayer and to accept the things he cannot change. Troy also complimented the ladies involved with the program and noted that they spoiled the participants by giving them lunch and snacks every day which he appreciated. He also appreciated the Child Support workers who took the time to sit in on sessions and learn their stories. He stated that he is trying to keep up on his support and noted that he has also learned not to direct negative energy at the other parent. Now he is able to pick up the phone and tell his kids that he loves them without the other parent not letting him do that. He stated that the program is truly an

unbelievable blessing and he thanked them for the program and hoped that the program would continue.

-Fadrian Smith stated that he got in the program to try to find resources to help get him through certain situations. He noted that before the program he had not been able to see his kids for quite a long time. Since being in the program he has been able to see his kids and he was happy to say that he had just come from his son's football game! He also noted that he is currently working two jobs and he thanked everyone involved with the program for their help and support.

-Ryan Leonard gave hats off to everyone involved in running the SPSK program. He noted that there is a 50-50 chance of getting into the program and he felt bad for those that do not get in because it is such a blessing and has been so helpful. He stated that the advocacy and moral support was awesome. He stated that before the program he always felt like the bad guy running and avoiding child support. He stated that he now feels that the olive branch has been extended and he understands that Child Support and this program is there to help. He stated that writing a check for child support is now much easier and he noted that it was also nice to hear stories from others in the program to see that there were other people going through the same things he was. It really gave him motivation to go out there and better his life. He stated that the program really has been a blessing.

Supervisor Schadewald thanked the participants for coming and sharing their stories with the Committee, noting how difficult it is to get up and talk in front of a group. He offered his congratulations to all and noted that participating in the program would be the beginning of a much, much better future.

Chair Fewell thanked the participants for coming forward and taking the time to tell their stories. He indicated that the Committee really does very little other than supporting the people who run the programs and he hoped that the Committee did that well.

Supervisor Steffen indicated that in all the years he has been on the County Board and Village Board he has sat through hundreds of hours of meetings, and the last 15 minutes of this meeting has been the most impactful and inspiring to him as a public servant. He thanked the participants for coming and wished them all well.

Supervisor Jamir also thanked the SPSK participants for coming to address the Committee. He reminded them that life is full of moments, every moment is a choice, every choice has a risk and a reward. He encouraged the participants to look at the choice they have made to participate in the program and he urged them to look at the rewards they are receiving because of the choice to participate. Jamir also recognized the Child Support staff for the work they are doing and the difference they are making.

No action was taken on this presentation.

Communications

4. Communication from County Board Chairman Moynihan re: Conducting County Business by use of electronic capabilities. *Held for a month.*

County Board Chair Pat Moynihan indicated that he is broaching the subject of providing supervisors with electronic devices again although it had been discussed in the past. He looked to TS Director August Neverman to provide figures as to the cost associated with this. Neverman provided the Committee with a handout, a copy of which is attached, that showed what the costs would be to provide mobile devices to each supervisor. Moynihan stated he is trying to eliminate, paper, print and postage costs. Neverman referred to his handout and indicated that the only

variable figure would be the annual support figure, however, the rest of the figures on the chart are confirmed numbers. Moynihan noted that this is not budgeted in the next supervisor's budget and he thought it was something that could come from the general fund if it was approved. The start-up cost would be about \$32,199. Again, Moynihan noted that he is just trying to get rid of all of the minutia, paper, printing and postage. He shared figures with the Committee as to how much it cost to print and mail the weekly packets.

Supervisor Jamir asked if other similar research had already been done as far as potential savings for print. Moynihan stated there would be a cost savings and noted that it is time to get into the next century. He felt that things are done quite archaically right now. What he would like to see in the near future is for supervisors to have the ability to click on an agenda item on the recording and go directly to that portion of the meeting. He noted that this had been discussed previously and it was held up by the Board. Technology Services then took up the initiative and went ahead and installed the appropriate recording equipment to be able to do this out of their budget.

Schadewald stated that he does not know how to even serve constituents well with paper and he noted that almost everyone is on computers, smartphones and other devices as Moynihan is talking about. He noted that the Howard Suamico District is providing all students from third grade up with computers and the District has really cut out paper in almost all aspects of their operations. He felt that the County must move to this technology in order to serve the constituents effectively. He suggested that maybe several supervisors could volunteer to use computers and move to a paperless system and serve as a pilot group to see how it works out. He felt that funds should be made available for either a pilot program for several supervisors to try this out or for the entire Board.

Moynihan also pointed out that from a legal standpoint, if a Supervisor uses his or her own home computer for Board business, that personal computer would be subject to open records law requests. By using County issued laptops, it would be straight forward. It would be a County laptop used for County business and there would be no inter-mixing of personal business with County Business and this would be advantageous. Moynihan is cognizant of Schadewald's idea of a pilot program and he will keep this in mind in moving forward with the budget process.

Steffen noted that officials in Howard have the choice of being supplied with either a laptop or a tablet and everyone from the ages of 42 – 82 are working on their devices and it is working out wonderfully. He continued that the County could look to a local source for the devices but he urged to keep in mind that there are also costs for staff time, assembly time and other things of that nature that would need to be considered. He noted that he would also like to see hyperlinks in meetings online so that someone could click on the agenda item they are interested in and be taken right there. He concluded by saying that he is absolutely in support of providing Supervisors with either tablets or laptops to conduct their business on whether funding came from the Board's budget or the general fund.

Fewell questioned whether they can receive a volume discount to purchase computers. Neverman stated that the prices contained in his handout are the volume prices and they include maintenance costs. Fewell did not like to see packets delivered on a weekly basis that cost up to \$5 in postage. He also noted that on occasion the Sheriff's Department has to deliver the packets and he did not find this acceptable. He also noted that with everything being electronic, when Supervisors are using their phones and computers for personal business as well as County business, it does muddy the waters with regard to open records requests. He wanted to make sure that County business was kept County business and personal business was kept personal business. Moynihan also noted that having laptops would allow Supervisors to access information for questions in meetings right during the meeting. Fewell also felt that each Supervisor having a laptop would make budget time much easier as well.

Schadewald stated that having a computer would obviously make it much easier to access information and data and therefore with more information he felt that Supervisors could serve their constituents better and more efficiently. He felt that all of the components that would be a benefit in having computers would make it easier for Supervisors to do what they are supposed to do as elected officials. He felt that the Committee should move forward on this.

Motion made by Supervisor Schadewald to move forward with exploring the idea of providing County Board Supervisors with laptops in the next budget cycle. No second.

Weininger asked for clarification of the number of laptops being looked at. Moynihan said it was going to be 28 so that each Supervisor could have one and there would be two spares. Weininger asked if it would be possible to use funds saved on postage and printing to offset the cost of purchasing the laptops. Moynihan responded that there would still be some postage costs; however, they would be less than doing everything on paper. Fewell felt it would be important to see a breakdown of what the costs savings would be in going paperless.

Steffen indicated that if there was a choice between a laptop and a tablet, he would prefer a tablet. He also noted that he knows of some places that provide a stipend if someone chooses to use their own device. Jamir reminded, however, that with that circumstance, the computer would be subject to the open records rules.

Motion made by Supervisor Schadewald, seconded by Supervisor Jamir to refer communication and information gathered thus far to Technology Services for the purpose of presenting a report to this Committee regarding costs and savings. Vote taken. MOTION CARRIED UNANIMOUSLY

Treasurer

5. **Budget Status Financial Report for June, 2014.**

Deputy Treasurer Mary Reinhard indicated that through the first six months of the year, the Treasurer's office is showing a positive variance of \$316,000 primarily due to higher than expected interest on investments. Falling long-term interest rates year-to-date caused the market value of the bond portfolio to increase \$450,000, offsetting 62% of the last year's market value losses. Reinhard also noted that there have been some savings due to an open position.

Motion made by Supervisor Steffen, seconded by Supervisor Jamir to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Treasurer's Financial Report for the Month of May, 2014.**

Motion made by Supervisor Steffen, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

County Clerk

7. **Budget Status Financial Report for June, 2014 and July, 2014.**

Motion made by Supervisor Jamir, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

8. **Resolution to Assess a Charge for Data Entry of Dog Licenses.**

Steffen stated that there had been some discussion between the County Clerk and the Administrator in Howard as to the ability to levy a fee or tax against a municipality by the County Clerk. He stated that he had requested that Corporation Counsel review this and County Clerk Sandy Juno stated that Corporation Counsel has reviewed this.

Juno stated that this resolution was drafted to enable the County to enact a fee to recover labor costs for Brown County staff to perform municipal dog tag data entry duties for those municipalities that do not use the County-wide dog system. She stated that Howard does not use the system and there is one other municipality that does not use the system either.

Steffen asked if any of the questions that were previously asked were addressed in a formal way. Juno stated that Corporation Counsel has been provided with copies of all correspondence that was had with Howard in this matter and drafted the resolution after reviewing those letters. Juno continued that Brown County, as the administrator of a dog fund, has the ability to charge the administrative costs for handling the program and that is why the additional fee would be charged. It would be for Brown County entering data by municipalities that do not do it themselves.

Steffen noted that the resolution does not reference the statute that pertains to this and says the Clerk can charge a municipality for these services. Juno noted that there is a right to recover the fees.

Schadewald wanted to know if Juno asked Corporation Counsel for an opinion on this and if she was told that Brown County does have the right to enact this fee to recover labor costs for Brown County staff to perform municipal dog tag data entry duties. Steffen stated that that was also his question. Juno responded that she did receive an opinion from Corporation Counsel indicating that it was permissible to charge this fee under Wis. Stats. Sec. 174.05.

Juno continued that there are costs that are part of the tag fee which is a different issue. This resolution has to do with administrative fees for work done by Brown County on behalf of the municipalities. Schadewald asked what statute states that the County Clerk can do this. Juno continued that there has been a dog tag fee for the last 10 – 15 years. This tag fee would stay the same for the municipalities, but there is a 50 cent administration fee that municipalities pay for the tag. This is an additional fee to the municipalities for labor for entering the dog tag information into the system. All municipalities in the County can do this on their own, but some choose not to.

Schadewald asked what municipality other than Howard does not use the system and Juno responded that the other municipality is the City of Green Bay.

Steffen noted that Paul Everett who also gave a detailed response on this is a 20 year municipal attorney and he opined that he did not believe that statutes allow for the County to assess a fee for these services, however he feels that the County would have the right to increase the dog tag fee to cover its costs but not to do a separate charge back to municipalities. He would like the opportunity to get Corporation Counsel's response on this.

Fewell noted that he would be agreeable to a motion to refer this back to staff; however, he would like to know what direction Steffen would like the Clerk to go in the meantime as this would be impactful for the budget which will be published by the next time this Committee meets. Juno responded that she has not included this in her budget for 2015.

Schadewald stated that he would rather know that Corporation Counsel's opinion is correct before the resolution is passed. He felt this should be referred back to staff to communicate with the municipalities this affects. Fewell did not feel that opinions from Howard and the City of Green Bay would be warranted as having three opinions on the table would create further additional problems that could end up in court.

Juno stated that she would prefer that someone put in a communication to get their questions answered by Corporation Counsel to ensure that they are getting specific answers to their specific questions.

Steffen indicated that Attorney Everett was pretty clear in his e-mail of what he was looking for from Corporation Counsel. Steffen felt it would be helpful to have Everett's e-mail along with the response from Corporation Counsel available for review by the Committee.

Schadewald agreed with Juno in that the best way to handle this may be to submit a communication asking specifically what questions the Committee wanted answered by Corporation Counsel. Fewell noted that he would like to see this resolved as soon as possible as he does not like altering the budget all the time. He noted that this issue was not to take effect until January 15, 2015.

Schadewald asked Juno if this was a budgetary concern for her department at this time. Juno responded that it was not a concern at that time. She noted that they just found out about this recently from their vendor. In order for their program to work correctly, all information needs to be entered. The question then became who will enter the data that Howard and Green Bay is not interested in entering. In order to make the program work, Brown County will have to enter the data and do the work for those municipalities who do not do it on their own and, since Brown County will be doing the work, they will be charging it back in administrative services.

Schadewald asked if this would impact Juno's budget if it was held until September and Juno responded that this will not go into effect until January, 2015. Fewell stated Juno would have to withhold on this from the proposed budget until there is approval to move forward.

Jamir stated that if he is reading this correctly, there are two communities that do not want to use the universal system so the County Clerk's office is using administrative services to do it. As he reads the resolution, Wis. Stats. Sec. 174.07 refers to other administrator activities associated with the dog license program, so that is the license. Sec. 174.09(2) says the County may recover expenses in purchasing supplies and he felt what is being discussed is a service, not a supply. He felt this was a legal thing that needs to be correct.

Motion made by Supervisor Steffen, seconded by Supervisor Schadewald to refer back to staff until the next meeting for Corporation Counsel to provide a specific response to the Committee in writing. Vote taken. MOTION CARRIED UNANIMOUSLY

Department of Administration

9. **Budget Report for July, 2014.**

Motion made by Supervisor Schadewald, seconded by Supervisor Jamir to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

10. **Countywide Financial Overview as of June 30, 2014.**

Director of Administration Chad Weininger indicated that the County is trending fairly well. There are a few things that stick out, but overall, things are going well. Weininger continued that the Clerk of Courts was pretty far upside down in 2013 but they are now trending positively, however he does anticipate the number to be negative towards the end of the year. Weininger also noted that the Community Treatment Center is running a little short due to an unfavorable client mix, however, when depreciation is deducted and the shortfall decreases, he stated that the projections for 2015 are a little better.

Motion made by Supervisor Schadewald, seconded by Supervisor Steffen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

11. Budget Adjustment Log.

Motion made by Supervisor Jamir, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Initial Resolution Authorizing the Issuance of Not to Exceed \$2,440,000 General Obligation Corporate Purpose Refunding Bonds of Brown County, Wisconsin.

Weininger stated that this is to refund and refinance some bonds which should save about \$150,000 over five years. This has been recommended by bond counsel.

Motion made by Supervisor Jamir, seconded by Supervisor Steffen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

13. Initial Resolution Authorizing the Issuance of Not to Exceed \$4,795,000 General Obligation Airport Improvement Refunding Bonds of Brown County, Wisconsin.

Refunding and refinancing this bond will result in savings of approximately \$525,000 over the next nine years. This has been recommended by bond counsel.

Motion made by Supervisor Jamir, seconded by Supervisor Schadewald to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

14. Director's Report.

Weininger noted that the 2013 audit considers Brown County a high risk auditee. Weininger met recently with the auditors to take the necessary steps to make sure that the County is not high risk in the future.

Weininger continued that Purchasing 101 training will be held to go through the purchasing processes. He felt this will be helpful training and will allow for greater transparency and make sure that the ordinances are being followed. Fewell commented that he wished the purchasing process was even more centralized than it is.

Schadewald questioned Public Financial Management Incorporated and asked if that was the County's financial manager. Weininger stated that it was and Schadewald wanted to know how Weininger felt they were doing. Weininger was satisfied and felt that they were fairly decent to work with. HR Director Brent Miller indicated that this had gone out for RFP within the last six months. Weininger clarified that Public Financial Management Incorporated only assists with regard to bonding.

Motion made by Supervisor Jamir, seconded by Supervisor Steffen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Corporation Counsel

15. Monthly Report for July, 2014.

Motion made by Supervisor Jamir, seconded by Supervisor Steffen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Technology Services

16. **Budget Status Financial Report for May, 2014 and June, 2014.**

Motion made by Supervisor Schadewald, seconded by Supervisor Steffen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

17. **Resolution re: Change in Table of Organization for the Technology Services Department Server, Storage & Virtualization Specialist.**

Jamir asked if there were any functions of the System Security Administrator that are going to be left undone or that will not transfer to someone else on the team. Technology Services Director August Neverman responded that the security position will be doing less of the security work and more of the cleanup work. He stated that they have done a very good job of identifying the problems and instead of hiring another person to find more problems, this person will both identify the problems and fix the problems. They want to try to focus more on the delivery side and less on the application side. Neverman noted they already have some good software in place as well as additional auditing tools. Jamir asked if there was a separation of duties between those finding the problems and those fixing the problems. Neverman responded that they had been putting both eggs in one basket and it is his responsibility to make sure it is done right. He is taking the risk that things are verified and cleared because the Server Specialists will share responsibility in this area. Neverman will still be the oversight to verify that fixes are actually made. Jamir felt it was crucial to have one person identifying the risk and another person fixing it.

Motion made by Supervisor Schadewald, seconded by Supervisor Jamir to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

18. **Director's Report.**

Neverman referred to his Director's Report in the agenda packet. He stated that they have reserved BrownCountyWI.gov as well as BC.WI.Gov as new addresses and they are working to see which one of these names may work better. He will keep the Committee advised with regard to this. He indicated that they are also looking at getting rid of the underscore currently used when e-mailing County employees.

Motion made by Supervisor Schadewald, seconded by Supervisor Jamir to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Human Resources

19. **Budget Status Financial Reports for June, 2014 and July, 2014.**

Motion made by Supervisor Schadewald, seconded by Supervisor Jamir to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

20. **Activity Report for July, 2014.**

Motion made by Supervisor Schadewald, seconded by Supervisor Jamir to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

21. **Recommended for Approval: RFP for Employee Assistance Program.**

Human Resource Director Brent Miller stated that he could not find anywhere that the EAP program had been RFP'd. He noted that it is not because we currently have a bad product or are dissatisfied with it, but Miller felt it was important to see what else might be out there.

Motion made by Supervisor Jamir, seconded by Supervisor Schadewald to approve and recommend to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY

22. **Director's Report.**

Miller wanted to make it clear that Brown County is not terminating employees because of Act 10. He noted that they have reduced unemployment by 55% over last year. Through June of this year \$72,000 has been paid out for unemployment compared to \$132,000 at the same time last year.

Miller also wished to bring the County's attention to the funding loss ratio and noted that the 100% is the breakeven point and this is where you want to be at or less. He noted that the employees are at 94% while the retirees are at 187%. A discussion was held concerning the benefits available to retirees. Miller indicated that there are currently 65 on the program that could be on Medicaid or Medicare and getting a supplement. There are currently 84 retirees on the system that will go until the age of 65 and 8 enrolled over the age of 65.

Miller continued his report by stating that about 84% of employees who are required to complete HIPAA training have done so. He also thanked the Committee for allowing the SPSK participants to talk earlier in the evening. He stated that the times that Committees actually see the benefits of programs are slim to none and he was happy that this Committee could see this presentation. Fewell noted that he was disappointed that this was not done in front of the entire County Board as he felt that there were a number of other Supervisors who would like to see the benefits of the program. Steffen agreed and so did Miller and he acknowledged that it is difficult to get up and speak in front of others, especially about personal struggles.

Weininger noted that the video from tonight's meeting could be played for the County Board if desired. The Committee thought that would be a good idea.

Motion made by Supervisor Jamir, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

23. **Audit of bills.**

No bills were presented; no action taken.

24. **Adjourn.**

Motion made by Supervisor Schadewald, seconded by Supervisor Steffen to adjourn at 6:54 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary

